

Exemplary Program Status Evaluation Criteria for the Desk Review

Exemplary Program Status Evaluation Via Desk Review Option

A workforce education program that has met all standards specified in the regular desk review (except non-traditional enrollment and non-traditional graduation rates which are not applicable in the evaluation of programs for exemplary status via the desk review) is eligible to submit a portfolio of information documenting evidence of exemplary status. New programs are not eligible for exemplary status until three years of graduation and placement data are available and have been reported to the Coordinating Board.

Portfolios

Documentation must be organized in the order of the items listed below.

Exemplary Program Criteria

To receive an exemplary rating via the desk review option, a workforce education program must satisfy the following criteria:

1. **All program standards specified in the desk review institutional effectiveness evaluation instrument must be met except non-traditional enrollment and non-traditional graduation rates.**
2. **The program must meet the criteria specified in at least five of the following areas:**
 - a) **Placement of Program Graduates**
Exemplary Standard: The three-year average program graduate/completer placement rate is 95 percent or greater
 - b) **License Examination Pass Rate (where applicable)**
Exemplary Standard: Ninety-five percent of students tested on a specific license exam pass as reported for the most recent year for which data is available
 - c) **Professional Program Credentials**
Exemplary Standard: The program must document at least one of the following
 - () recognition from the industry for which the program provides training
 - () accreditation or certification by an entity other than the state or federal government
 - () recognition from a professional organization relevant to the industry
 - () local, state, or national recognition
 - () other significant award, commendation, or recognition (specify/describe)
 - d) **Linkages and External Agreements**
Exemplary Standard: The program must document at least four of the following
 - () 2+2(+2) or 1+1
 - () TechPrep
 - () University transfer
 - () Inverted degree plan
 - () Dual credit
 - () Other relevant and appropriate agreement (specify/describe)

e) Business and Industry Partnerships

Exemplary Standard: The program must document at least three of the following

- ☐ agreements for sharing facilities, equipment, labs, etc. with business/industry, other educational institutions
- ☐ internships/apprenticeships/co-op/practicum/clinical
- ☐ on-site training for faculty at business/industry worksites
- ☐ contractual agreements with business/industry
- ☐ other partnership(s) (describe)

f) Integrating Academic and Technical Education

Exemplary Standard: The program must document at least five of the following

- ☐ program includes writing
- ☐ program includes use of computers
- ☐ academic courses are included in the program curriculum
- ☐ program teaches problem identification, assessment, critical thinking, problem-solving, listening, and speaking skills
- ☐ technical applications are included in academic courses
- ☐ Other (describe)

g) Employer and Student Satisfaction With the Program

Exemplary Standard: Program must document at least three of the following

- ☐ advisory committee satisfaction with the program
- ☐ regular use of program-specific student satisfaction surveys
- ☐ regular use of program specific employer satisfaction surveys
- ☐ use of survey results for continuous program improvement

h) Determination of On-Going Need for the Program

Exemplary Standard: The program must document at least two of the following

- ☐ program advisory committee recommends continuation of the program
- ☐ recent local and/or regional labor market data indicate continued need for the program
- ☐ recent state and/or national labor market data indicate continued need for the program
- ☐ other relevant indicator (describe)